NORTH HIGHLINE FIRE DISTRICT
COMMISSIONERS' MEETING

MINUTES OF THE DECEMBER 22, 2025 SPECIAL MEETING

A special meeting of the Board of Commissioners of the North Highline Fire District (NHFD) was held in person and remotely on December 22, 2025, pursuant to proper notice. Attending virtually via the GoTo Meeting software was Commissioner Dominic Barrera. In person were, Commissioner Julie Hiatt, Commissioner Terri Robison, Chief Jason, Assistant Chief Ray Desmarais, and District Secretary Christina Parker.

Attendees: Chris Reed, Local 1461 Secretary, & Firefighter Matt Ready

Call to Order.

The meeting was called to order at 2:05 p.m. by Commissioner Hiatt.

Flag Salute.

Chief Jason Gay led the Pledge of Allegiance.

Agenda Approval.

Commissioner Hiatt moved to accept the meeting agenda as presented. Commissioner Barrera seconded. Motion carried (3-0).

Presentations / Announcements.

Presentation

- None

Announcements

- None

Public Comment.

- None

Correspondence.

- None

IAFF Local #1461

The Secretary of Local 1461, Captain Chris Reed, emphasized the importance of health and safety during his remarks. He expressed his eagerness to collaborate with the Board and to participate in the monthly meetings. Captain Reed views this as an opportunity to foster relationships among the two Districts.

Commissioners' Reports.

Commissioner Hiatt reported that the King County Fire Commissioners Association (KCFCA) is hosting a Fire Commissioner's 101 Class meeting on January 17, 2026. This session will be held in the conference room at Station 28. All Commissioners are encouraged to attend, as it will serve as both a refresher for established Commissioners and an introductory opportunity for new Fire Commissioners. Participants are required to RSVP. There is no cost associated with this event. Commissioner Hiatt will forward the details via email to all.

Financial Reports.

The Board received copies of the **December 2025** Accounts Payable Report

Chief's Report.

Operations

Chief Gay presented the operational update in the absence of Assistant Chief Wayne Metz. The report included information regarding a residential fire and a motor vehicle accident that resulted in a fatality.

Operationally, the implementation of the new CAD system has presented challenges in data retrieval, as well as in making necessary modifications and updates. Each district will designate a representative to participate in a committee that will engage with the Valley Communications Design Committee. It is anticipated that any changes and updates to the system will require additional time as the issues are resolved within each district. In the interim, crews are expected to encounter difficulties in accessing information while responding to calls.

Commissioner Hiatt inquired about whether this issue has affected operational activities.

Captain Reed responded by indicating that the call processing times have become prolonged, and the overall process has regressed.

Commissioner Hiatt later asked if there was any estimate as to when a more effective solution might be implemented. Chief Gay noted that with each update, only temporary remedies have been applied, suggesting that it may take a considerable amount of time before a permanent resolution is achieved.

The crews are currently finalizing the end-of-year online training sessions, it was reported that all three of our new recruits are performing well, with a graduation date scheduled for January 27, 2026.

Additionally, we will welcome five recruits who will begin their pre-academy training on January 26, 2026, at Station 28. Following this initial training period, they will advance to the Recruit Academy, with a projected graduation date of July 7, 2026.

Fire Prevention

- None

Chief Gay reported on the following:

- Facilities – No updates
- Equipment – No updates
- Personnel – We received letters of commendation from Dr. Rae, the Director of EMS, recognizing the exceptional performance of the following individuals: Firefighters Seth Richmond, Tyrone Guadiz, Matt Margot, Brandon Cowell, Ryan McFarlane, Ian Watkins, Stephen Mylett, Nicholas Turner, Austin Makowski, Geoffrey Pierce, Captains Troy Harris, Matt Lemanu, Ryan McWade, and Battalion Chief Tim Zimnisky.

  Additionally, the crews at Station 29 participated in Winterfest and received an email of commendation from the Normandy Park Police Chief, who expressed appreciation for our department's involvement, noting that the event was highly successful.

- Events – **December 9, 2025** – (Station 28) Family Night for the new recruits

  December 17, 2025 – (City of Burien) – Winterfest Luncheon

  December 22, 2025 - The Holiday Outreach Delivery initiative is organized by the Fire Marshal's Office, with the support of the Highline Exchange Club and TriMed. Matt Gau from TriMed plays a significant role in sponsoring age-appropriate gifts, while the

Department handles the food provisions. This year, the Highline High School Drill Team contributed to the delivery routes, enhancing community engagement during the event.

- Other – Clarification on the Big Beautiful Bill Act Regarding Overtime Taxation - The district has sent an email to all employees to clarify the parameters of the new initiative related to the taxation of qualified versus non-qualified overtime. To clarify, any overtime associated with maintaining minimum staffing levels qualifies as qualified overtime. Any training that occurs outside of an individual's designated job responsibilities is categorized as non-qualified overtime. This classification is relevant in relation to the maximum deduction that can be applied to reduce an individual's adjusted gross income while remaining within the established threshold.

  The King County Assessor has provided the Certified Assessed Valuation for 2025, which has increased due to various contributing factors, including new construction developments.

  Chief Gay respectfully requests a motion under Unfinished Business for the Board to approve resolutions regarding the adjustment of the meeting time from 5:00 PM to 5:15 PM, as discussed in the previous meeting.

Consent Agenda Approval.

Commissioner Robison moved to approve the Consent Agenda as presented. Commissioner Barrera seconded. Motion carried (3-0).

Meeting Minutes.

Commissioner Robison moved to accept the minutes of the October 27, 2025, Regular Board Meeting.

Voucher Approval for October 2024.

Commissioner Robison moved to approve the November 2025 accounts payable vouchers as follows:

251201001 to 251201010 in the amount of $510,143.70 for payment on December 31, 2025. Commissioner Barrera seconded. Motion carried (3-0)

Unfinished Business.

Motion: Resolution 546 Change of Regular Meeting Schedule
Commissioner Barrera moved to approve and sign Resolution 546 to change the regular meeting time of December 22, 2025, from 5 PM to 5:15 PM. Commissioner Robison seconded. Motion carried (3-0). A copy of Resolution 546 is on file with the meeting minutes.

New Business.

- None

Good of the Order.

- None

As there was no further business, Commissioner Hiatt moved to adjourn. Commissioner Barrera seconded. Motion carried (3-0). The meeting adjourned at 5:26 p.m.

Respectfully submitted,

Secretary of the Board

Julie Hiatt
Chairperson, Commissioner

Dominic Barrera
Commissioner

Terri Robison
Commissioner